

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF WASHINGTON

TENTH JUDICIAL DISTRICT

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**AMENDED ADMINISTRATIVE ORDER**

Continuance Policy for Criminal Matters

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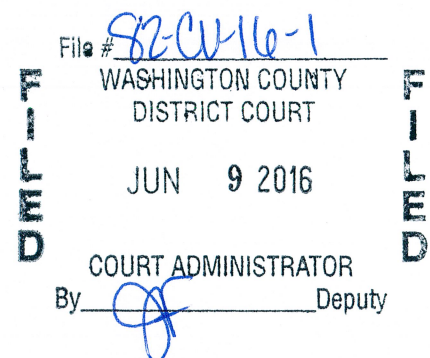
**WHEREAS**, changes in hearing dates should be consistent with general case management goals and should serve the purpose of assisting in the processing of cases within the State time standards. The goal is to reduce unnecessary continuances and ensure meaningful appearances. Changes in hearing dates must be consistent with case flow timelines and the need for efficiency.

**THEREFORE, IT IS HEREBY ORDERED** that the Washington County Court Administrator has the authority to continue a criminal matter if the criteria below are met. All other requests will be referred to the signing judge with the exception of felony trials, felony sentencing hearings, and felony probation violation hearings. Those requests will be referred to the presiding judge.

**CRITERIA:**

- a. Request must be made in writing 10 days before said court appearance.
- b. No prior continuance has been granted to the requesting party in the case. If previous continuance has been granted, request shall be denied administratively.
- c. There are no outstanding warrants for the defendant.
- d. The request sets forth the reason why a continuance is needed.
- e. Opposing counsel has been contacted regarding the request before the request is made to the court.
- f. There must be no objection by opposing counsel.
- g. The attorney receiving the continuance has the obligation of notifying his/her client of the new date.

Exceptions: The request is based upon a death or medical emergency and verification is provided.



**First Appearances:**

A defendant or his/her attorney may obtain a continuance of the first appearance from the Court Administrator if the request is in writing and received at least 72 hours prior to the scheduled hearing. Petty Misdemeanors and Misdemeanors may be continued over the phone up to and on the date of the hearing for a period of up to two weeks only if no prior continuances have been granted. Exception: No continuance will be granted by the Court Administrator for cases involving domestic assault, assault, disorderly conduct, or driving under the influence of alcohol or a controlled substance. A written waiver of first appearance and not guilty plea from an attorney on a misdemeanor offense will be accepted and processed by the court administrator based on the rules of court including for domestic assault, assault, disorderly conduct, and driving under the influence of alcohol or a controlled substance.

Approved by the Washington County Bench on January 11, 2010 and amended by the Washington County Bench on December 1, 2014 and June 9, 2016.

**IT IS SO ORDERED.**

Dated: June 9, 2016

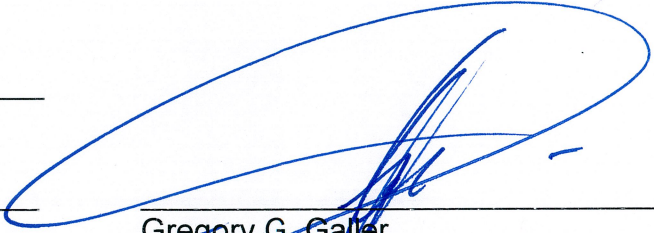
  
B. William Ekstrum  
Judge of District Court

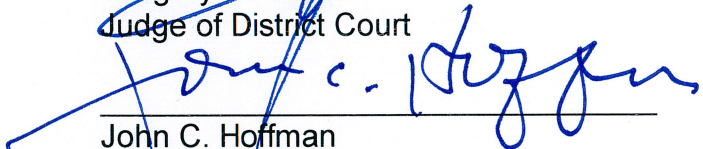
  
Mary E. Hannon  
Judge of District Court

  
Richard C. Ilkka  
Judge of District Court

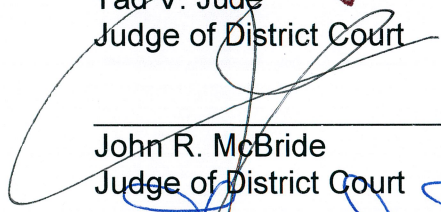
  
Ellen L. Maas  
Judge of District Court

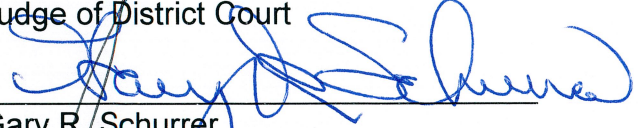
  
Susan R. Miles  
Judge of District Court

  
Gregory G. Galler  
Judge of District Court

  
John C. Hoffman  
Judge of District Court

  
Tad V. Jude  
Judge of District Court

  
John R. McBride  
Judge of District Court

  
Gary R. Schurrer  
Judge of District Court